

# LANCASTER COUNTY

COUNTY - CITY BUILDING Telephone: (402)441-7410  
LINCOLN, NEBRASKA 68508 FAX : (402) 441-6513  
*BOARD OF COMMISSIONERS*

IT IS THE VENDOR'S RESPONSIBILITY TO CHECK FOR  
ADDENDUMS PRIOR TO SUBMITTING PROPOSALS

## NOTICE TO BIDDERS SPECIFICATION NO. 03-267

Lancaster County intends to enter into contract and invites you to submit a sealed bid for:

### **LARGE FORMAT PRINT/COPY/SCAN SYSTEM FOR LANCASTER COUNTY, NE**

#### **MEETING OR EXCEEDING LANCASTER COUNTY'S SPECIFICATIONS**

Sealed bids will be received by Lancaster County, Nebraska on or before **12:00 noon Central Time, Wednesday, October 15, 2003**, in the office of the Purchasing Agent, "K" Street Complex (SW Wing), Suite 200, 440 So. 8th Street, Lincoln, NE 68508. Bids will be publicly opened and read aloud in the First Floor Conference Room at the "K" Street Complex.

Bidders should take caution if U.S. mail or mail delivery services are used for the submission of bids. Mailing should be made in sufficient time for bids to arrive in the Purchasing Division, prior to the time and date specified above. Late bid will not be considered.

#### COMMISSIONERS

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DEB SCHORR \* LARRY HUDKINS \* RAY STEVENS \* BERNIE HEIER \* BOB WORKMAN  
KERRY EAGAN, Chief Administrative Officer

# SEALED BID SPECIFICATION NO. 03-267

BID OPENING TIME: 12:00 NOON  
DATE: Wednesday, October 15, 2003

**ADDENDA RECEIPT:** The receipt of the addenda to the specification number \_\_\_\_ through \_\_\_\_ is hereby acknowledged. Failure of any bidder to receive any addenda or interpretation shall not relieve the bidder from obligations specified in the bid request. All addenda shall become part of the final contract document.

The undersigned submitter, having full knowledge of the requirements of Lancaster County for the listed project agrees to provide the labor, bidders bond, materials and equipment in strict accordance with the specifications as prepared by the County for the consideration of the amount set forth in the following price schedule:

## LARGE FORMAT PRINT/COPY/SCAN SYSTEM

|            | <u>DESCRIPTION</u>   | <u>QTY</u> |             | <u>TOTAL PRICE</u> |
|------------|--|------------|-------------|--------------------|
| 1.         | Large Format Print/Copy/Scan System, as per attached specs:<br>(Complete with freight, delivery, installation and training)<br>MFG./MAKE/MODEL: _____<br>12 MONTH WARRANTY: _____<br>_____ | 1 ea       | Lump<br>Sum | \$ _____           |
| 2.         | (Optional) Movable output paper tray for printer, complete   | 1 ea       | Add         | \$ _____           |
| 3.         | Plotter #1: Trade-in Allowance (select one)<br>Trade-in or purchase ____ Trade-in only ____  | 1 ea       | Deduct      | \$ _____           |
| 4.         | Plotter #2: Trade-in Allowance<br>Trade-in or purchase ____ Trade-in only ____   | 1 ea       | Deduct      | \$ _____           |
| 5.         | Blue Line #1 Trade-in Allowance<br>Trade-in or purchase ____ Trade-in only ____  | 1 ea       | Deduct      | \$ _____           |
| 6.         | (Optional) One-year equipment maintenance, on-site (after first<br>12 month warranty) for item #1  | 1 ea       | Add         | \$ _____           |
| TOTAL BID: |  |            |             | \$ _____           |

## BID SECURITY IN THE AMOUNT OF FIVE PERCENT (5%) REQUIRED FOR (ITEM #1)

7. **INTERLOCAL PURCHASING:** The County desires to make available to other local government entities of the State of Nebraska, by mutual agreement with the successful bidder, and properly authorized interlocal purchasing agreements, the right to purchase the same equipment/services, at the prices quoted, for the period of this contract. Each bidder shall indicate on the Bid Form in the space provided below if he/she will honor Political Subdivision orders in accordance with contract terms and conditions, in addition to orders from Lancaster County. \_\_\_\_ YES \_\_\_\_ NO

If "YES", Contract supplier or suppliers may honor pricing and extend the contract to political sub-divisions, cities and counties. Terms and conditions of the contract must be met by political sub-divisions, cities and counties. Under no circumstances shall Lancaster County be contractually obligated or liable for any purchases by political sub-divisions, cities or counties.

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**NOTE: RETURN 2 COMPLETE COPIES OF BID OFFER AND SUPPORTING MATERIAL.  
MARK OUTSIDE OF BID ENVELOPE AS FOLLOWS: SEALED BID FOR SPEC. NO. 03-267**

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The undersigned signatory of the bidder represents and warrants that he has full and complete authority to submit this offer to Lancaster County, and to enter into a contract if this offer is accepted.

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**COMPANY NAME**

---

**BY (Signature)**

---

**STREET ADDRESS or P.O. BOX**

---

**(Print Name)**

---

**CITY, STATE                  ZIP CODE**

---

**(Title)**

---

**TELEPHONE NO.**

---

**(Date)**

---

**FAX NO.**

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**EMPLOYER'S FEDERAL I.D. NO.  
OR SOCIAL SECURITY NUMBER**

**Email:** \_\_\_\_\_

BIDS MAY BE INSPECTED IN THE PURCHASING OFFICES DURING NORMAL BUSINESS HOURS, AFTER TABULATION. IF YOU DESIRE A COPY OF THE BID TABULATION TO BE MAILED TO YOU, YOU MUST ENCLOSE A SELF-ADDRESSED STAMPED ENVELOPE WITH YOUR BID.

# **INSTRUCTIONS TO BIDDERS**

## **LANCASTER COUNTY, NEBRASKA PURCHASING DIVISION**

### **1. BIDDING PROCEDURE**

1. Bidder shall submit two (2) complete sets of the bid documents and all supporting material. All appropriate blanks shall be completed. Any interlineation, alteration or erasure on the specification document shall be initialed by the signer of the bid. Bidder shall not change the proposal form nor make additional stipulations on the specification document. Any amplified or qualifying information shall be on the bidder's letterhead and firmly attached to the specification document.
- 1.2 Bid prices shall be submitted on the Proposal Form included in the bid document.
- 1.3 Bidders may submit a bid on an "all or none" or "lump sum" basis, but should also submit a quotation on an item-by-item basis. Bidding documents shall be clearly marked indicating the kind of proposal being submitted.
- 1.4 Each bid must be legibly printed in ink or by typewriter, include the full name, business address, and telephone number of the bidder; and be signed in ink by the bidder.
- 1.5 A bid by a firm or organization other than a corporation must include the name and address of each member.
- 1.6 A bid by a corporation must be signed in the name of such corporation by a duly authorized official thereof.
- 1.7 Any person signing a bid for a firm, corporation, or other organization must show evidence of his authority so to bind such firm, corporation, or organization.
- 1.8 Bids received after the time and date established for receiving bids will be rejected.

### **2. BIDDER'S SECURITY**

- 2.1 Bid security, as a guarantee of good faith, in the form of a certified check, cashier's check, or bidder's bond, may be required to be submitted with this bid document, as indicated on the Proposal Form.
- 2.2 If alternate bids are submitted, only one bid security will be required, provided the bid security is based on the amount of the highest gross bid.
- 2.3 Such bid security will be returned to the unsuccessful bidders when the award of bid is made.
- 2.4 Bid security will be returned to the successful bidder(s) as follows:
  - 2.4.1 For single order bids with specified quantities: upon the delivery of all equipment or merchandise, and upon final acceptance by the County.
  - 2.4.2 For all other contracts: upon approval by the County of the executed contract and bonds.
- 2.5 County shall have the right to retain the bid security of bidders to whom an award is being considered until either:
  - 2.5.1 A contract has been executed and bonds have been furnished.
  - 2.5.2 The specified time has elapsed so that the bids may be withdrawn.
  - 2.5.3 All bids have been rejected.
- 2.6 Bid security will be forfeited to the County as full liquidated damages, but not as a penalty, for any of the following reasons, as pertains to this specification document:
  - 2.6.1 If the bidder fails to deliver the equipment or merchandise in full compliance with the accepted proposal and specifications.
  - 2.6.2 If the bidder fails or refuses to enter into a contract on forms provided by the County, and/or if the bidder fails to provide sufficient bonds or insurance within the time period as established in this specification document.

### **3. EQUAL OPPORTUNITY**

- 3.1 Each bidder agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age, or marital status. Bidder shall fully comply with the provisions of Chapter 11.08 of the Lincoln Municipal Code.
- 3.2 Successful bidder will be required to comply with the provisions of the County's Affirmative Action Policy (Contract Compliance, Sec. 1.16).
- 3.3 The Equal Opportunity Officer will determine compliance or non-compliance with the County's Affirmative Action Policy upon a complete and substantial review of successful bidder's equal opportunity policies, procedures and practices.

**4. DATA PRIVACY**

- 4.1 Bidder agrees to abide by all applicable State and Federal laws and regulations concerning the handling and disclosure of private and confidential information concerning individuals and corporations as to inventions, copyrights, patents and patent rights.
- 4.2 The bidder agrees to hold the County harmless from any claims resulting from the bidder's unlawful disclosure or use of private or confidential information.

**5. BIDDER'S REPRESENTATION**

- 5.1 Each bidder by signing and submitting a bid, represents that the bidder has read and understands the specification documents, and the bid has been made in accordance therewith.
- 5.2 Each bidder for services further represents that the bidder is familiar with the local conditions under which the work is to be done and has correlated the observations with the requirements of the bid documents.

**6. INDEPENDENT PRICE DETERMINATION**

- 6.1 By signing and submitting this bid, the bidder certifies that the prices in this bid have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder prior to bid opening directly or indirectly to any other bidder or to any competitor; no attempt has been made, or will be made, by the bidder to induce any person or firm to submit, or not to submit, a bid for the purpose of restricting competition.

**7. CLARIFICATION OF SPECIFICATION DOCUMENTS**

- 7.1 Bidders shall promptly notify the Purchasing Agent of any ambiguity, inconsistency or error which they may discover upon examination of the specification documents.
- 7.2 Bidders desiring clarification or interpretation of the specification documents shall make a written request which must reach the Purchasing Agent at least seven (7) calendar days prior to the date and time for receipt of bids.
- 7.3 Interpretations, corrections and changes made to the specification documents will be made by written addendum.
- 7.4 Oral interpretations or changes to the Specification Documents made in any other manner, will not be binding on the County; and bidders shall not rely upon such interpretations or changes.

**8. ADDENDA**

- 8.1 Addenda are written instruments issued by the County prior to the date for receipt of bids which modify or interpret the specification document by addition, deletion, clarification or correction.
- 8.2 Addenda will be mailed or delivered to all who are known by the County to have received a complete set of specification documents.
- 8.3 Copies of addenda will be made available for inspection at the office of the Purchasing Agent.
- 8.4 No addendum will be issued later than forty-eight (48) hours prior to the date and time for receipt of bids, except an addendum withdrawing the invitation to bid, or an addendum which includes postponement of the bid.
- 8.5 Bidders shall ascertain prior to submitting their bid that they have received all addenda issued, and they shall acknowledge receipt of addenda on the proposal form.

**9. ANTI-LOBBYING PROVISION**

- 9.1 During the period between the bid close date and the contract award, bidders, including their agents and representatives, shall not directly discuss or promote their bid with any member of the County Board or County Staff except in the course of County-sponsored inquiries, briefings, interviews, or presentations, unless requested by the County.

**10. BRAND NAMES**

- 10.1 Wherever in the specifications or proposal form brand names, manufacturer, trade name, or catalog numbers are specified, it is for the purpose of establishing a grade or quality of material only; and the term "or equal" is deemed to follow.

- 10.2 It is the bidder's responsibility to identify any alternate items offered in the bid, and prove to the satisfaction of the County that said item is equal to, or better than, the product specified.
- 10.3 Bids for alternate items shall be stated in the appropriate brand on the proposal form, or if the proposal form does not contain blanks for alternates, bidder MUST attach to the specification documents on Company letterhead a statement identifying the manufacturer and brand name of each proposed alternate, plus a complete description of the alternate items including illustrations, performance test data and any other information necessary for an evaluation. The bidder must indicate any variances by item number from the specification document no matter how slight. Bidder must fully explain the variances from the specification document, since brochure information may not be sufficient.
- 10.4 If variations are not stated in the proposal, it will be assumed that the item being bid fully complies with the County's specifications.

## **11. DEMONSTRATIONS/SAMPLES**

- 11.1 Bidders shall demonstrate the exact item(s) proposed within seven (7) calendar days from receipt of such request from the County.
- 11.2 Such demonstration can be at the County delivery location or a surrounding community.
- 11.3 If bidder does not have an item in the area, it will be at the bidder's expense to send appropriate County personnel to the nearest location to view and inspect proposed item(s).
- 11.4 If items are small and malleable, and the bidder is proposing an alternate product, the bidder MUST supply a sample of the exact item. Samples will be returned at bidder's expense after receipt by the County of acceptable goods. Bidders must indicate how samples are to be returned.

## **12. DELIVERY**

- 12.1 Each bidder shall state on his proposal form the date upon which he can make delivery of all equipment or merchandise. Time required for delivery is hereby made an essential element of the bid.
- 12.2 The County reserves the right to cancel orders, or any part thereof, without obligation, if delivery is not made within the time(s) specified on the proposal form.
- 12.3 All bids shall be based upon **inside** delivery of the equipment or merchandise F.O.B. the County at the location specified by the County, with all transportation charges paid.

## **13. WARRANTIES, GUARANTEES AND MAINTENANCE**

- 13.1 Copies of the following documents must accompany the bid proposal for all items being bid:
  - 13.1.1 Manufacturer's warranties and/or guarantees.
  - 13.1.2 Bidder's maintenance policies and associated costs.
- 13.2 As a minimum requirement of the County, the bidder will guarantee in writing that any defective components discovered within a one (1) year period after the date of acceptance shall be replaced at no expense to the County. Replacement parts of defective components shall be shipped at no cost to the County. Shipping costs for defective parts required to be returned to the bidder shall be paid by the bidder.
- 13.3 Bidder Warrants and represents to the County that all software/firmware/hardware/equipment/systems developed, distributed, installed or programmed by Bidder pursuant to this Specification and Agreement.
  - 13.3.1 That all date recognition and processing by the software/firmware/hardware/equipment/system will include the four-digit-year format and will correctly recognize and process the date of February 29, and any related data, during Leap years; and
  - 13.3.2 That all date sorting by the software/firmware/hardware/equipment/system that includes a "year category" shall be done based on the four-digit-year format. Upon being notified in writing by the County of the failure of any software/firmware/hardware/equipment/systems to comply with this Specification and Agreement, Contractor will, within 60 days and at no cost to the County, replace or correct the non-complying software/firmware/hardware/equipment/systems with software/firmware/hardware/equipment/systems that does comply with this Specification and Agreement.
  - 13.3.3 No Disclaimers: The warranties and representations set forth in this section 13.3 shall not be subject to any disclaimer or exclusion of warranties or to any limitations of Licensor's liability under this Specification and Agreement.

#### **14. ACCEPTANCE OF MATERIAL**

- 14.1 All components used in the manufacture or construction of materials, supplies and equipment, and all finished materials, shall be new, the latest make/model, of the best quality, and the highest grade workmanship.
- 14.2 Material delivered under this proposal shall remain the property of the bidder until:
  - 14.2.1 A physical inspection and actual usage of this material is made and found to be acceptable to the County; and
  - 14.2.2 Material is determined to be in full compliance with the specifications and accepted proposal.
- 14.3 In the event the delivered material is found to be defective or does not conform to the specification documents and accepted proposal, then the County reserves the right to cancel the order upon written notice to the bidder and return materials to the bidder at bidder's expense.
- 14.4 Successful bidder shall be required to furnish title to the material, free and clear of all liens and encumbrances, issued in the name of the Lancaster County, Nebraska, as required by the specification documents or purchase orders.
- 14.5 Selling dealer's advertising decals, stickers or other signs shall not be affixed to equipment. Vehicle mud flaps shall be installed blank side out with no advertisements. Manufacturer's standard production forgings, stampings, nameplates and logos are acceptable.

#### **15. BID EVALUATION AND AWARD**

- 15.1 The signed bid proposal shall be considered an offer on the part of the bidder. Such offer shall be deemed accepted upon issuance by the County of purchase orders, contract award notifications, or other contract documents appropriate to the work.
- 15.2 No bid shall be modified or withdrawn for a period of sixty (60) calendar days after the time and date established for receiving bids, and each bidder so agrees in submitting the bid.
- 15.3 In case of a discrepancy between the unit prices and their extensions, the unit prices shall govern.
- 15.4 The bid will be awarded to the lowest responsive, responsible bidder whose proposal will be most advantageous to the County, and as the County deems will best serve their requirements.
- 15.5 The County reserves the right to accept or reject any or all bids; to request rebids; to award bids item-by-item, by groups, or "lump sum"; to waive irregularities and technicalities in bids; such as shall best serve the requirements and interests of the County.

#### **16. INDEMNIFICATION**

- 16.1 The bidder shall indemnify and hold harmless the County, its members, its officers and employees from and against all claims, damages, losses, and expenses, including, but not limited to attorney's fees arising out of or resulting from the performance of the contract, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property other than goods, materials and equipment furnished under this contract) including the loss or use resulting therefrom; is caused in whole or part by any negligent act or omission of the bidder, any subcontractor, or anyone directly or indirectly employed by any one of them or anyone for whose acts made by any of them may be liable, regardless of whether or not it is caused by a party indemnified hereunder.
- 16.2 In any and all claims against the County or any of its members, officers or employees by an employee of the bidder, any subcontractor, anyone directly or indirectly employed by any of them or by anyone for whose acts made by any of them may be liable, the indemnification obligation under paragraph 16.1 shall not be limited in any way by any limitation of the amount or type of damages, compensation or benefits payable by or for the bidder or any subcontractor under worker's or workmen's compensation acts, disability benefit acts or other employee benefit acts.

#### **17. TERMS OF PAYMENT**

- 17.1 Unless other specification provisions state otherwise, payment in full will be made by the County within thirty (30) calendar days after all labor has been performed and all equipment or other merchandise has been delivered, and all such labor and equipment and other materials have met all contract specifications.

#### **18. LAWS**

- 18.1 The Laws of the State of Nebraska shall govern the rights, obligations, and remedies of the Parties under this proposal and any agreement reached as a result of this process.

# SPECIFICATIONS

## LARGE FORMAT PRINT/COPY/SCAN SYSTEM

### **GENERAL INFORMATION**

The Lancaster County invites you to submit a sealed bid for the purchase and installation of **Large Format Print/Copy/Scan System** complete with training of staff for proper use of new equipment and options for trade-in allowance. Unit offered shall meet or exceed the requirements stated herein.

For the purpose of establishing a quality standard the item(s) listed shall serve as a quality standard for which all alternates may be compared. Please complete the enclosed check list indicating any variance to the specifications listed. The County reserves the right to determine if any variance is of material value to the County. All alternates will be considered.

### **TRADE-IN ALLOWANCE ON OWNER'S EQUIPMENT**

The bidder is advised that the owner is offering the listed (below) used equipment as-is, where-is, with no warranties whether expressed or implied are intended regarding the condition of these pieces of equipment. In the event the owner accepts bidder's trade-in allowance, the bidder is responsible for all transportation of the equipment away from the owner's work site.

**The owner reserves the right to include trade-in allowances in the evaluation of bids, or to give any consideration to the trade-in allowance.** Dependent on the trade-in amount, the owner may desire not to trade-in said equipment to low bidder of the new system; but to trade them outright as a direct sale to the high bidder for the trade-in. Bidders will be permitted to submit a bid for the outright purchase of the equipment or trade-in only (see bidding schedule to select option).

1. Plotter #1 - Hewlett Packard Design Jet 430, purchased new in 1997;
  2. Plotter #2 - Hewlett Packard Design Jet 650C, purchased new in 1994; and,
  3. Blue Line #1 - Ozalid 7150, purchased used in 1996 (1985 model)
- CONTACT: Doug Pillard (below) for information or questions regarding listed trade-in equipment.

### **DELIVERY AND INSTALLATION**

Bid prices offered shall be new, complete in every way, including freight/delivery costs, with installation and training - ready for use by the County.

Deliver to: County Engineering Department  
Attn: Doug Pillard  
444 Cherrycreek Road, Bldg. C  
Lincoln, NE 68528

Successful Bidder to coordinate trade-in/installation of new equipment with Doug Pillard (402) 441-7681.

**SPECIFIC INFORMATION** - All questions regarding these specification must be made in writing to the following:

Kathy Smith, Assistant Purchasing Agent  
"K" Street Complex (SW Wing)  
440 So. 8<sup>th</sup> Street  
Lincoln, NE 68508  
Email: [ksmith@ci.lincoln.ne.us](mailto:ksmith@ci.lincoln.ne.us)  
Phone: (402) 441-8309  
Fax: (402) 441-6513

All questions must be received in the Purchasing Department by no later than, Wed., October 8<sup>th</sup>, 2003, to allow adequate time to prepare an addendum to mail to all known specification holders.



FIRM NAME: \_\_\_\_\_

**EQUIPMENT DETAILS** - Complete and return with your offer.

MEETS SPEC.

YES    NO

**Large Format Print/Copy/Scan System:** Specify brand/model

\_\_\_\_\_  
\_\_\_\_\_

**GENERAL TERMS AND CONDITIONS**

- \_\_\_\_    \_\_\_\_    1.    Large format print/copy/scan system shall be installed at the owner's work site at 444 Cherrycreek Road, (Lincoln, NE) installation shall be fully functional on the County Engineer's Local Network and completed within 30 calendar days after award of this bid.
- \_\_\_\_    \_\_\_\_    2.    System purchased will be the main printer/copier for the County Engineer. The system must minimally provide the following functions:  
2.1 Scan-to-plot (Scan image with output directly to plotter);  
2.2 Plot from digital files (Plot directly from CAD/GIS Software);  
2.3 Scan-to-file (Scan image and save as digital file - including PDF format);  
2.4 Plot from file (Batch plot from multiple stored digital files - including PDF format);  
2.5 Plotter capable of collating ordered sets of multiple page projects.
- \_\_\_\_    \_\_\_\_    3.    System must provide a seamless network plotting/printing path from the following application software, currently in use on the County's Windows network:  
3.1 AutoCad R12  
3.2 ArcView, Version 8.3 or Version 3.2  
3.3 ArcInfo, Version 7.1  
3.4 ArcGIS, Version 8.3  
3.5 Windows 95 or 98, Windows ME, Windows 2000, Windows XP
- \_\_\_\_    \_\_\_\_    4.    Bidder will supply a network configuration diagram with the bid submittal. This diagram shall include depiction of hardware components with indication of network interfaces and all hardware cabling and interface.
- \_\_\_\_    \_\_\_\_    5.    The bidder is advised, by submitting a bid, the bidder is acknowledging understanding of the fact that this bid is for one (1) complete fully functional plotter/copier/scanner system. The Successful bidder will provide all hardware, cables, connections, software and software drivers to provide an operational networked scanning/ plotting/ coping system.

**LARGE FORMAT PRINT/COPY/SCAN SYSTEM SPECIFICATION**

- \_\_\_\_    \_\_\_\_    6.    Free-standing unit.
- \_\_\_\_    \_\_\_\_    7.    Maximum dimensions: including clearances - (HxWxD).  
Plotter                      60" x 108" x 90"  
Scanner                    60" x 56" x 48"  
Unit proposed MUST fit through a standard 3 foot doorway
- \_\_\_\_    \_\_\_\_    8.    Electrical: power cord length to be a minimum of 6 foot; voltage 120 or 240; and power circuit = single phase, 20 Amp dedicated circuit breaker and receptacle.
- \_\_\_\_    \_\_\_\_    9.    Operational environment: temperature between 50 - 90 degrees; humidity between 20 to 70 percent RH.

**MEETS SPEC.****YES**   **NO**

- |     |     |   |
|-----|-----|---|
| ___ | ___ | 10. Network Protocol:                             |
| ___ | ___ | 10.1 Novell IPX                                   |
| ___ | ___ | 10.2 TCPIP  |
| ___ | ___ | 10.3 Ethernet 802.3 10/100baseT network interface |

**SCANNER**

- |     |     |  |
|-----|-----|--|
| ___ | ___ | 11. Input width maximum 36 inches  |
| ___ | ___ | 12. Input length to 18 feet  |
| ___ | ___ | 13. Resolution 400 DPI or better,<br>Scanner resolution capability: _____DPI |
| ___ | ___ | 15. Minimum scanner input speed = 2 inch/second at 400 DPI                   |
| ___ | ___ | 16. Scanner includes software capable of image cleanup                       |
| ___ | ___ | 17. List Output file formats: _____  |
| ___ | ___ | 18. Scanning of images from 25% to 400%                                      |

**PRINTER**

- |     |     |   |
|-----|-----|---|
| ___ | ___ | 19. Minimum resolution = 400 DPI<br>Printer resolution capability: _____ DPI  |
| ___ | ___ | 20. Minimum plotter media speed 4 D-size/minute   |
| ___ | ___ | 21. Media feed two (2) rolls at 500 feet each with automatic roll selection   |
| ___ | ___ | 22. Single non-hazardous toner (provide MSDS with bid)  |
| ___ | ___ | 23. Pilot image width - 35 inch on 36 inch roll   |
| ___ | ___ | 24. Pilot image length - varies to 18-feet  |
| ___ | ___ | 25. Media type - bond, vellum, and film   |
| ___ | ___ | 26. Capable of producing multiple plots of same master image  |
| ___ | ___ | 27. Capable of producing collating ordered sets of multiple page projects withoutre-<br>scanning of plot image for each set |
| ___ | ___ | 28. (Optional - include specifications) removable output paper tray   |

**HARDWARE & SOFTWARE OPERATIONS**

- |     |     |   |
|-----|-----|---|
| ___ | ___ | 29. Software capable of batch plotting  |
| ___ | ___ | 30. Software & hardware allows scanned image to be reviewed and modified/cleaned up |
| ___ | ___ | 31. Direct plotting interface with CAD/GIS software                                 |
| ___ | ___ | 32. Scan to file capability - including PDF format                                  |

**DELIVERY AND INSTALLATION:**

- |     |     |   |
|-----|-----|---|
| ___ | ___ | 33. Price includes all freight charges, F.O. B. Lincoln, NE.                      |
| ___ | ___ | 34. Price includes installation and proper training of County Staff.              |
| ___ | ___ | 34.1 List name of person who will train staff and their office location:<br>_____ |

**WARRANTY**

- |     |     |   |
|-----|-----|---|
| ___ | ___ | 35. Minimum of 1 year ON-SITE Warranty of all parts and labor (attach a copy of the<br>warranty details), service shall be within 8 hours of first call.  |
|     |     | 35.1 Warranty Repair Location: _____  |
|     |     | 35.2 Number of Technicians certified to repair this equipment: _____  |
|     |     | 35.3 List prices of annual service contract, if available (attach a copy of details -<br>coverage, etc. - optional to be purchased for coverage after the initial one-year<br>warranty): \$ _____ |

**MEETS SPEC.**

**YES**    **NO**

**TESTING REQUIREMENTS**

- |     |     |  |
|-----|-----|--|
| ___ | ___ | 36. The Successful Bidder shall install, configure and test all hardware at the owners site.                         |
| ___ | ___ | 37. Owner will make all network connections and configure all software with the assistance of the Successful Bidder. |
| ___ | ___ | 38. The Bidder shall provide all technical assistance requested by the owner at the time of installation.            |
| ___ | ___ | 39. Acceptance will not occur until the components bid are up and running to the satisfaction of the owner.          |

**REFERENCES**

Provide three references for governmental agencies, or private organizations that are currently using this proposed equipment.

Firm Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_  
Approximate date and number of units installed: \_\_\_\_\_

Firm Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_  
Approximate date and number of units installed: \_\_\_\_\_

Firm Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_  
Approximate date and number of units installed: \_\_\_\_\_

COMMENTS:

\_\_\_\_\_  
Firm Name  
F:\FILES\SHARPURC\Spec.03\03-267.wpd

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date